

MEMORANDUM

State of Alaska

Department of Transportation & Public Facilities
Statewide Design & Engineering Services Division

TO: Alaska Construction Manual Holders

DATE: June 2, 2003

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FROM: Gary L. Eddy, P.E.
Construction Standards Engineer

SUBJECT: June 2003 ACM Revisions

The June 2003 Alaska Construction Manual (ACM) Revision also involves the reprinting of portions of the manual that had formatting problems in our last revision. See the table for the portions of the ACM to remove and the pages to re-insert.

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Section	Instructions	Insert Pages
TOC	Remove TOC	i - vii
Chapter 1	Remove page 1-3	1-3 through 1-6
Chapter 3	Remove Chapter 3	3-1 through 3-8
Chapter 4	Remove Chapter 4	4-1 through 4-5
Chapter 7	Remove Chapter 7	7-1 through 7-4
Chapter 8	Remove Chapter 8	8-1 through 8-5
Chapter 9	Remove Pages 9-1 & 9-2	9-1 & 9-2
Chapter 11	Remove Pages 11-3 & 11-4	11-3 & 11-4
Chapter 12	Remove Page 12-5	12-5
Chapter 13	Remove Chapter 13	13-1 through 13-9
Chapter 15	Remove Chapter 15	15-1 through 15-3
Chapter 17	Remove Chapter 17	17-1 through 17-137
Chapter 18	Remove Chapter 18	18-1 through 18-83

The following sections of the ACM have been revised:

- Section 3.3 Construction Sponsor Force Account Service. FAA requires Force Account proposal prior to the contractor starting work.
- Section 3.7 Construction Management Program. FAA clarification on when CMP is required.
- Section 4.5 Materials Certification List (MCL). Project Engineer's guidance on the MCL is clarified.
- Section 7.4 Buy American. FAA clarifications to the four exceptions to the Buy American requirements.
- Section 8.4 Other Administrative Approvals. Truck owner-operator has been clarified per the Standard Specifications for Highway Construction.
- Section 13.6 Requirements for Professional Seals. This new section has been added to the manual to clarify when the Designer of Record should seal a technical change order, or whether it should be

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- the person making the change or the supervisor under whose direction the change was made.
- Section 13.7 Equitable Adjustments. This new section describes when an equitable adjustment is required by the Standard Specifications for Highway Construction.
- Section 15.4 Notice of Landing Area Proposal for Airports. FAA Form 7480-1 is required when any of the eight conditions exist.
- Section 15.5 Navigational Aid Facilities for Airports. FAA requires a flight check when putting Navigational Aid Facilities into service.
- Section 17.4 Apprentice/Trainee Employment Report (25A-312) updated by CRO.
- Section 17.11 Change Order Without Seal is added back in for non-technical change orders.
- Section 17.22 Delegation of Authority Letter changed Resident Engineer to Project Engineer.
- Section 17.23 Delegation of Authority Letter to Assistant changed RE to Project Engineer.
- Section 17.34 Explanation of Overruns, Underruns and Change Documents updates Comparison of Quantities exhibit.
- Section 17.36 FAA Notice of Landing Area Proposal Form 7480-1 is a new exhibit and a requirement of FAA when any of the conditions in Section 15.4. exist.
- Section 17.48 Final Estimate Review Report (Form 25D-031) changed RE to Project Engineer.
- Section 17.54 Letter of CENG Budget Requests changed RE to Project Engineer.
- Section 17.55 Letter of Dept. of Revenue Tax Clearance changed RE to Project Engineer.
- Section 17.56 Letter of Final Acceptance changed RE to Project Engineer.
- Section 17.57 Letter of Final Inspection changed RE to Project Engineer.
- Section 17.60 Letter of Wage & Hour Compliance Tax Clearance changed RE to Project Engineer.
- Section 17.65 Monthly Summary of DBE Participation (Form 25A-336) updated by CRO.
- Section 17.66 Monthly Training Report (Form 25A-313) updated by CRO.
- Section 17.73 Pre Construction Conference Agenda changed RE to Project Engineer.
- Section 17.80 Proof of Construction for ROW (Form 25D-173) changed RE to Project Engineer.
- Section 17.81 Proof of Use for Material Sources (Form 25D-174) changed RE to Project Engineer.
- Section 17.86 Request for Proposal (Form 25D-067) changed RE to Project Engineer.
- Section 17.90 Submittal Register (Form 25D-030). This is a new form for both highway and airport projects.
- Section 17.93 Supervisor's Safety Meeting Report (Form 25M-063) changed RE to Project Engineer.
- Section 17.94 Supplemental Agreement (Form 25D-066) changed RE to Project Engineer.
- Section 17.98 Training Program Eligibility (Form 25A-314) updated by CRO.
- Section 17.99 Training Utilization Report (Form 25A-311) updated by CRO.
- Section 17.103 Work Zone Accident Report (Form 25D-123). The roadway name has been moved to the top of the form for easier recognition. "The accident was reported by" was added, as was a space for listing the Police Case Number.
- Section 18.16 Calculating Equitable Adjustments. This is a new section with guidance from the CFRs discussing what should be considered when calculating an equitable adjustment.